

**ECONOMIC
DEVELOPMENT
CORPORATION
PACKET**



November 8, 2022

Meeting Agenda

Regular Meeting of the
Oak Point Economic Development Corporation

Oak Point City Hall
100 Naylor Road
Oak Point, Texas 75068

Tuesday, November 8, 2022 -- 6:00 P.M



1. Call to order, roll call, and announce a quorum is present. (President)

In the event a quorum is not present, the Corporation may meet as a committee, but no action will be taken.

2. Pledge of Allegiance and Pledge to the Texas Flag (President)

3. Public Input (President)

This agenda item provides an opportunity for citizens to address the Economic Development Corporation on any matter that is not posted on the agenda, as well as specific agenda items. The EDC will hear comments on specific agenda items that are listed as public hearings prior to the EDC addressing those items. The EDC is not permitted to take action or engage in any discussion on presentations or inquiries concerning an item not listed on the agenda. However, in accordance with Section 551.042 of the Government Code, a representative of City staff or the EDC may respond with either a statement of specific factual information relating to the inquiry or a recitation of existing policy in response to the inquiry.

4. Consider and act upon the minutes from the August 9, 2022 Joint Meeting of the Oak Point Economic Development Corporation and Municipal Development District. (President)

5. Consider and act upon the minutes from the October 11, 2022 Regular Meeting of the Oak Point Economic Development Corporation. (President)

6. Presentation, discussion, and possible action on Commercial Corridor materials from the Catalyst Commercial team.

7. Discussion and update on new City projects, potential upcoming developments, and current projects. (City Manager/Support Services)

8. Review and discuss a financial report of the Oak Point Economic Development Corporation. (City Manager)

9. Review and discuss the monthly report from the Support Services Coordinator pertaining to marketing material, the 2022 NTCAR Expo, and additional research. (Support Services)

10. Update on the Corbin Design sign project. (President)

11. Discuss, consider, and act on attending the ICSC Red River Expo. (City Staff)

12. Discuss future agenda items and the date of the next EDC meeting. (President)

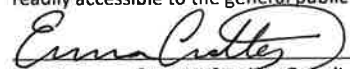
13. Adjourn. (President)

The Economic Development Corporation of the City of Oak Point, Texas, reserves the right to meet in a Closed Session on any item listed on this Agenda should the need arise, pursuant to authorization by Texas Government Code, Sections 551.071 (consultation with attorney), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), 551.087 (economic development), 418.183 (homeland security).

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to the meeting. Please contact City Hall at (972) 294-2312 or FAX (972) 294-1619 for further information.

CERTIFICATION:

I do hereby certify that this Notice of public meeting was posted on the outside bulletin board at the Oak Point City Hall, a place convenient and readily accessible to the general public at all times, and said Notice was posted by 5:00 p.m. on the 4th day of November 2022.


Emma Crotty, Support Services Coordinator

This notice was removed at _____ a.m./p.m. on the _____ day of _____, 2022.

Joni Vaughn, City Secretary





Meeting Minutes
Joint Meeting of the
Oak Point Economic Development Corporation &
Municipal Development District

Oak Point City Hall
100 Naylor Road
Oak Point, Texas 75068

Tuesday, August 9, 2022 -- 6:00 P.M

1. Call to order, roll call, and announce a quorum is present.

President Armstrong called the meeting to order at 6:03 p.m. with the following roll call:

Deborah Armstrong	President	Present
James Hankins	Vice President	Present
Scott Dufford	Council Liaison	Present
Debbie Peterman	Director	Absent
Greg Weiler	Director	Present
David Wootton	Director	Present
Kevin Tam	Director	Absent

City staff present:

Stephen Ashley	City Manager
Emma Crotty	Support Services Coordinator
Joni Vaughn	City Secretary

City Council Present:

Mayor Dena Meek

And with a quorum present the following items were addressed:

2. Pledge of Allegiance and Pledge to the Texas Flag.

Vice President Hankins led the Pledge of Allegiance and the Pledge to the Texas Flag.

3. Public Input.

No Public Input.

4. Administer Oath of Office and Statement of Elected/Appointed Officials to recently appointed Economic Development Corporation/Municipal Development District members.

City Secretary administered Oath of Office and Statement of Elected/Appointed Officials to new members Greg Weiler and David Wootton.

5. Consider and act upon the nomination and appointment of a President, Vice President, Treasurer, and Secretary of the Economic Development Corporation/Municipal Development District.

Vice President Hankins made a motion to nominate City Staff to serve as Treasurer and Secretary; motion seconded by Director Wootton.

Motion Passed 5-0

Director Weiler made a motion to have Director Armstrong and Vice President Hankins continue in their current positions; motion seconded by Council Liaison Dufford.

Motion Passed 5-0

6. Consider and act upon the minutes from the July 12, 2022, Joint Meeting of the Oak Point Economic Development Corporation and Municipal Development District.

Council Liaison Dufford made a motion to approve the minutes of the July 12, 2022 Joint Meeting of the Oak Point Economic Development Corporation and Municipal Development District; motion seconded by Vice President Hankins.

Motion Passed 5-0

7. Adjourn the Municipal Development District meeting.

President Armstrong adjourned the Municipal Development District meeting at 6:08 p.m.

8. Presentation from Ashlar on future development.

Presentation cancelled due to scheduling conflict with presenter.

9. Discussion and update on new City projects, potential upcoming developments, and current projects.

City Manager Ashley and City Staff Crotty presented updates and answered questions. The Board expressed interest in being involved with reviewing development submissions to ensure desired look and feel of the City is maintained.

10. Review and discuss a financial report of the Oak Point Economic Development Corporation.

City Manager Ashley presented the financial report and answered questions.

11. Review and discuss the monthly report from the Support Services Coordinator.

City Staff Crotty presented updates on projects she had worked on since the last EDC meeting and answered questions.

12. Discuss, consider, and act on Corbin Design sign project.

President Armstrong shared updated renderings for the welcome and wayfinding signs. The Board agreed that further discussion with Corbin Design was needed; no action taken.

13. Discuss future agenda items and the date of the next EDC meeting.

- Corbin Design Sign Project
- Business Incentive Guidelines
- Architectural Standards
- Comprehensive Plan Review

14. Adjourn.

Vice President Hankins made a motion to adjourn the meeting at 7:30 p.m.; motion seconded by Director Weiler.

Motion Passed 5-0

Deborah Armstrong, President

ATTEST:

Emma Crotty, EDC Secretary



Meeting Minutes
Regular Meeting of the
Oak Point Economic Development Corporation

Oak Point City Hall
100 Naylor Road
Oak Point, Texas 75068

Tuesday, October 11, 2022 -- 6:00 P.M

1. Call to order, roll call, and announce a quorum is present.

President Armstrong called the meeting to order at 6:02 p.m. with the following roll call:

Deborah Armstrong	President	Present
James Hankins	Vice President	Present
Scott Dufford	Council Liaison	Present
Debbie Peterman	Director	Absent
Greg Weiler	Director	Present
David Wootton	Director	Present

City staff present:

Stephen Ashley	City Manager
Emma Crotty	Support Services Coordinator

City Council Present:

Mayor Dena Meek

And with a quorum present the following items were addressed:

2. Pledge of Allegiance and Pledge to the Texas Flag.

President Armstrong led the Pledge of Allegiance and the Pledge to the Texas Flag.

3. Public Input.

No Public Input.

4. Consider and act upon the minutes from the September 13, 2022 Regular Meeting of the Oak Point Economic Development Corporation.

Director Weiler made a motion to approve the minutes from the September 13, 2022 meeting; motion seconded by Council Liaison Dufford.

Motion Passed 5-0

5. Discussion and update on new City projects, potential upcoming developments, and current projects.

City Manager Ashley and City Staff Crotty shared updates with the Board and answered questions.

6. Review and discuss a financial report of the Oak Point Economic Development Corporation.

City Manager Ashley presented the monthly financial report to the Board.

7. Review and discuss the monthly report from the Support Services Coordinator pertaining to marketing materials, website improvements, and consultants.

City Staff Crotty presented her monthly report to the Board and answered questions.

8. Discuss, consider, and act on approving the design intent drawings for the Corbin Design sign project and sending the project out to bid.

The Board reviewed and discussed the proposed design intent drawings. President Armstrong noted that the wording on some of the renderings needed to be corrected. Director Wootton made a motion to replace "Jake's Place" with "Yacht Club" on the proposed Vehicular Guides and to send the Gateway

Monument, Welcome Signs, amended Large & Medium Vehicular Guides out to bid; motion seconded by Vice President Hankins.

Motion Passed 5-0

9. Review, discuss, and act on marketing materials.

City Staff Crotty presented new and revised marketing materials to the Board and responded to questions and comments. Director Weiler made a motion to have the proposed business cards and post cards printed; motion seconded by Director Wootton.

Motion Passed 5-0

10. Discuss, consider, and act on pursuing a pilot program with Co.Starters.

City Staff Crotty shared information regarding Co.Starters and their entrepreneurship cohort program and answered questions from the Board. After reviewing and discussing the program, the Board decided not to take any action.

11. Discuss future agenda items and the date of the next EDC meeting.

- Review materials from Catalyst Commercial & Halff Associates.
- Follow-up on NTCAR Expo.
- Update on Corbin Design sign project.
- Additional updates from the Support Services Coordinator.

12. Adjourn.

Council Liaison Dufford made a motion to adjourn the meeting; motion seconded by President Armstrong.

President Armstrong adjourned the meeting at 7:22 p.m.

Deborah Armstrong, President

ATTEST:

Emma Crotty, EDC Secretary



To: Oak Point Economic Development Corporation
From: Emma Crotty, Support Services Coordinator
Re: October-November Monthly Report
Date: November 4th, 2022

Please see below for updates on projects I have worked on since we last met. Some of these items will be discussed in greater detail as part of our regular meeting agenda, but I have provided additional information where needed.

Attended the 2022 NTCAR Expo – The Oak Point EDC attended the NTCAR Expo on Thursday, November 3rd. Vice President Hankins and I arrived around 11:30 to set up the booth. Director Weiler and City Manager Ashley also came. The event went from 3:00 to 7:00, where we were able to speak with lots of real estate and development professionals. Below are my thoughts on what went well and what we need to focus on for our next event.

- A lot of interest in the Commercial Corridor. Specifically, a lot of people were interested in what land will be up for sale to develop in that area. Common questions pertaining to this included how much per square foot, who is selling the land, and what is the average home price in Oak Point.
- Attendees seemed to be very aware of the growth happening in and around our area, which further drove their interest in learning more about our City and what we offer.
- I think it would be beneficial to get more concrete information on the land that will be available for sale in the Commercial Corridor and what we want that to look like.
- We gave away 14 informational folders and a lot of business cards, postcards, and giveaway items. I want to inventory everything before and after our next event so that we have an idea of how much we give away and how much we have left.

Finished Our Mini Site – Taking recommendations from the Board at our last meeting, I made some adjustments to the marketing materials as well as produced some new items to feature on our mini website (www.oakpointtexas.com/aboutus).

Notified Corbin to Move Forward – I let Corbin know that we approved the design intent renderings with the caveat that they remove “Jake’s Place Park” from the wayfinding signs where needed. As of writing this, I have not heard back from them.

Printed Expo Materials – I had our postcards and business cards printed for the Expo as well as stress toys to add to our giveaway item inventory.

Looked into Billboard on 720 – I spoke with someone in the Little Elm Planning department, and they informed me that the billboard on 720 near 'Hilltown' was grandfathered in. Should the property ever be sold, then the new owner would need to bring the billboard up to code or remove it before a new CO can be issued.